



TOWN OF HUDSON

Municipal Utility Committee

David Shaw, Chairman Marilyn McGrath, Selectmen Liaison



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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: April 16, 2019

Member Attendees:

Bill Abbott
Dalton Perry
Chelsea, Prindiville, Vice Chairman
David Shaw, Chairman
Donna Staffier-Sommers – Administrative Aide

Absent:

Marilyn McGrath, Selectman Liaison
Elvis Dhima, Town Engineer

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, April 16, 2019 at 6:57 pm, in the Board of Selectmen meeting room at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

1. Elections

The Committee held elections for the position of Chairman and Vice Chairman. Bill Abbott nominated David Shaw to continue as Chairman and Chelsea Prindiville seconded. Vote was unanimous.

Bill Abbott nominated Chelsea Prindiville as Vice Chairman and Dalton Perry seconded. Vote was unanimous.

2. Acceptance of minutes

The minutes of the March 19, 2019 Municipal Utility Committee meeting were reviewed.

A motion was made by Dalton Perry to “accept the meeting minutes for meeting dated March 19, 2019, as presented.” Bill Abbott seconded. Motion carried. Chelsea Prindiville abstained.

3. Financial Status – Water Utility

A – D. The Cash Flow report for March 2019 and the Expenditure & Revenue reports for March 2019 were reviewed.

A couple of noted over expenditures:

- 5591-122 insurance 310% - *A new full time position was approved after this budget was final. The employee has the family plan insurance- dlss*
- 5593-401 lg. op equip. – budgeted \$100,000 expended \$181,511.97. This was budgeted for a backup generator for the Dame/Ducharme well. *The bid came in at \$168,000 for the generator work. - dlss*

The White Water monthly report for March was reviewed. Bill Abbott noticed that the percentage of year elapsed should be 75% not 65.8%

Donna explained the unaccounted water report from last month after conferring with Elvis Dhima, Town Engineer.

4. Old Business- Water Utility

1. Abatement W-UTL-19-02 Town/April Metalworks 31 Sagamore Park Rd. m/l 227/003 #3506101001

A water meter was replaced and the read was set up with extra digits resulting in an over billing of 338 units. Request abatement of \$1115.40 (338 x 3.30).

This abatement was deferred from the last meeting for more information because the meter readings were so erratic. Bill Abbott calculated the usage overbilled to be higher than the requested abatement but after much discussion it was decided to recommend approval of the abatement request as written.

Motion made by Chelsea Prindiville; second by Dalton Perry ‘to recommend the Board of Selectmen approve abatement request W-UTL-19-02 in the amount of \$1115.40 for the reason given.’ Motion passed with Bill Abbott in opposition.

5. New Business – Water Utility

A. Abatements

1. W-UTL-19-04 Town/Desroches 3 Porter Ave m/l 190-071 #3500237505

A disconnection fee was added to the account in error. Request abatement of \$125.00

Motion made by Bill Abbott; second by Dalton Perry “to recommend the Board of Selectmen approve abatement request W-UTL-19-04 in the amount of \$125.00 for the reason given.” Motion was unanimous.

6. Financial Status – Sewer Utility

- A. The cash flow report for March 2019 and the Expenditure and Revenue reports for March 2019 were reviewed with minimal comments.

A recommendation was made by the Finance Director to leave the capital expenditure reimbursement funds in the reserve investment accounts. The checking account is healthy enough to absorb those expenses.

Bill Abbott had requested a history of the Vaccon Truck Capital Reserve account at the last meeting and one was provided.

- B. The balance of capacity is at 69,500 gpd.

7. Old Business – Sewer Utility - None

8. New Business – Sewer Utility

A. Abatement

1. S-UTL-19-08 Town/April Realty Holding 33 Sagamore Park Rd m/l 227-003 #4877

This abatement request is a result of the faulty meter readings as explained in the water abatement above W-UTL-19-02, also affecting the sewer bills. The abatement request is for \$402.39 (338 x 1.1905).

Motion made by Chelsea Prindiville; second by Dalton Perry “to recommend the Board of Selectmen approve abatement S-UTL-19-08 in the amount of \$402.39 for the reason given.” Motion passed with Bill Abbott in opposition.

9. Informational

- A. Dalton Perry provided the Committee with a 12 month profit and loss statement for both water and sewer.

10. Remarks by Selectman, members and staff – none

The next meeting is scheduled for May 21, 2019 at 7:00 pm.

Motion by Chelsea Prindiville; second by Dalton Perry to adjourn the meeting at 7:48 pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide